

Appendix B—Task Force Process Documents

Appendix B—Contents

<u>Document</u>	<u>Page</u>
Task Force Membership.....	1
Task Force Charter.....	2
Task Force Ground Rules.....	5
Project Map.....	7
List of Meeting Locations and Dates	8

Area-Wide Soil Contamination Project Task Force Membership

The following individuals have been invited to serve on the Area-Wide Soil Contamination Project Task Force.

Local Government

Mr. Ray Paolella, City of Yakima
Mr. Randy Phillips, Chelan/Douglas County Health District
Mr. Steve Marek, Tacoma-Pierce County Health Department
Mr. Paul Roberts, City of Everett

Elected Official

Honorable Ken Stanton, Douglas County Commissioner

Agriculture

Mr. Jim Hazen, Horticultural Association
Mr. Scott McKinnie, Far West Agribusiness Association
Ms. Laura Mrachek, Cascade Analytical, Inc.

Environmental

Mr. Loren Dunn, Riddell Williams for the Washington Environmental Council
Mr. Steve Gerritson, Sierra Club

Business/Development

Mr. Steve Kelley, Windermere Real Estate, Wenatchee
Mr. Craig Trueblood, Preston Gates & Ellis, LLP

Financial

Ms. Katherine Bridwell, SAFECO
Mr. Mike Wearne, Washington Mutual Bank

Education/Schools

Mr. Jon DeJong, Wenatchee School District
Dr. Frank Peryea, Tree Fruit Research and Extension Center, Washington State University
Ms. Marcia Riggers, Washington State Office of the Superintendent of Public Instruction

Area-Wide Soil Contamination Task Force

Task Force Charter

Summary

The Departments of Agriculture, Ecology, Health, and the Office of Community Development (collectively, “the agencies”) believe that a statewide strategy is needed to address area-wide soil contamination problems posed by arsenic and lead. The Area-Wide Soil Contamination Task Force (Task Force) was created to advise the four agencies on this issue. The Task Force will examine issues and concerns raised by area-wide soil contamination and, by June 2003, develop findings and recommendations to respond to the problem.

Background and Problem Statement

Soil, in large areas of Washington State, is contaminated with low-to-moderate levels of arsenic and lead. This contamination has been caused by a variety of historical activities including past releases from industrial operations and historical application of certain kinds of agricultural pesticides. As Washington’s population has grown, many of these areas have been developed into residential neighborhoods, schools, and parks. These development activities, which continue today, have created pressures for cleanup and have raised a variety of health, environmental, and marketplace concerns. Widespread low-to-moderate levels of soil contamination present special challenges with respect to human health protection, land use conversion, financial impacts, and citizen awareness. Current efforts to address these problems are hampered by:

- Gaps in understanding of the size and location of soil contamination problems;
- Insufficient financial resources to address this problem;
- Failure to fully integrate (on a widespread basis) measures to clean up soil contamination with local land use planning and other community development activities; and,
- Limited public awareness of the problem and steps that can be taken to minimize exposure.

Task Force Objectives

The Task Force is formed to advise the agencies on a statewide strategy for addressing area-wide arsenic and lead soil contamination problems. Specifically, the Task Force is asked to issue findings and recommendations on the following questions:

- What is currently known about the nature and extent of arsenic and lead soil contamination in Washington State? What steps should be taken to improve our understanding of the location and magnitude of arsenic and lead soil contamination?
- What are technically feasible measures for addressing widespread low-to-moderate soil contamination problems? What is the full range of actions that might be considered to address widespread low-to-moderate levels of soil contamination?
- What changes are needed to eliminate barriers in addressing area-wide soil contamination problems? How can agencies facilitate cleanup of area-wide soil contamination problems under the current legal system?

- What agencies need to play a role in addressing area-wide soil contamination problems, and what are possible funding sources?

The scope of the Project is determined by this charter, the Area-Wide Soil Contamination Project Assumptions, and contractual obligations established by the agencies. The Task Force process will be further defined in a Task Force work plan, which will be developed in February 2002 for adoption by the Task Force at their second meeting in March 2002.

Issues Outside of the Range of Task Force Deliberation

There are several issues that are beyond the scope of the Project. These include:

- **MTCA Cleanup Standards:** The extent of the area-wide arsenic and lead soil contamination problem in Washington is defined by the MTCA Cleanup Standards. Ecology has recently completed a five-year process to review and update those standards. Consequently, the Task Force is not being asked to review and provide recommendations on (1) cleanup standards for individual hazardous substances, (2) the risk policies underlying those standards, or (3) the technical methods used to establish the standards for arsenic and lead.
- **Ongoing Projects:** There are a number of cleanup and/or development projects where arsenic and lead soil contamination is already an issue. These projects will continue during the Task Force process and the Task Force is not being asked to review and provide recommendations on site-specific problems. However, it is anticipated that these ongoing projects will provide context and learning opportunities for the Task Force.
- **Current Agricultural Operations:** This project is not designed to address agricultural land that continues to be used for agricultural purposes. The focus is on land that has been converted to other uses and/or land with a high potential for being converted to other uses that may result in people coming into greater contact with any contaminated soils that may exist on these lands.

Expectations of Task Force Members and Process

The Task Force is composed of participants from a broad base of experiences and geographic sectors relevant to area-wide soil contamination issues. The group will be guided by designated co-chairs that, along with a neutral facilitator, are charged with managing the process.

The Task Force is at the center of the Area-wide Soil Contamination Project. All Task Force members are expected to:

- Participate fully and honestly in meetings, and strive for consensus;
- Reach out to the organizations they represent and, as appropriate, to other stakeholders to communicate about the project status and gather input and ideas for the project; and,
- Participate in the identification, review, and analysis of options.


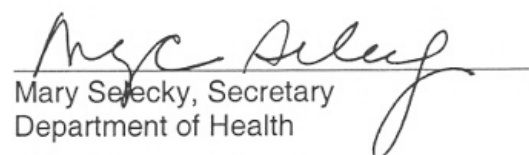
It is particularly critical to the project success that the Task Force members fully commit to their roles as conduits for information about the project. Task Force members are responsible for bringing information about the project to groups that they represent and bringing ideas, suggestions, concerns, and other input from those groups to the Task Force's work.

Expectations for Task Force members are further defined in the Area-Wide Contamination Project Task Force Ground Rules.

Schedule

The Task Force will hold approximately 10–12 meetings between January 2002 and June 2003 and will issue findings and recommendations in June 2003. Meetings will be held approximately once every six weeks at locations throughout the state.

Signature(s)


Tom Fitzsimmons, Director
Department of Ecology
Busse Nutley, Director
Office of Community Development
Bill Brookreson, Acting Director
Department of Agriculture
Mary Selecky, Secretary
Department of Health

Area-Wide Soil Contamination Task Force

Ground Rules

Participation and Meetings

1. As participants, all Task Force members are equal and have equal opportunities to participate in Task Force deliberations and decision making.
2. Task Force members agree to honest and direct communication, to allow open discussion and the right to disagree, and to look for opportunities for progress and agreement in addressing issues.
3. To ensure an effective process, Task Force members agree to make every effort to attend meetings. If an alternate is needed, the suggested alternate will be recommended to and discussed with the Agencies to ensure appropriate balance and representation on the Task Force.
4. Decisions will be made during Task Force meetings; if an alternate attends a meeting, he or she must be fully briefed on Task Force deliberations and able to participate in decision making.
5. Meetings will be open to the public and will include an opportunity for public comment.
6. Meeting agendas and materials will be provided at least one week prior to each meeting. Meetings will start and finish on time.
7. A meeting summary will be produced after each Task Force meeting. Draft meeting summaries will be provided to Task Force members and the Agencies for review. Task Force members may, if needed, send clarifications or other comments on the meeting summaries. Draft summaries will be revised to incorporate or attach comments before becoming final documents.

Role of the Chartering Agencies

8. The chartering Agencies (the Departments of Agriculture, Ecology and Health and the Office of Community Development) will participate in the Task Force as “ex officio” members. Ex-officio members will attend Task Force meetings and participate in the discussions, including providing Agency perspectives on the findings and recommendations as they are developed. Ex-officio members will not participate in decision making with respect to reaching final Task Force findings and recommendations.

Consensus

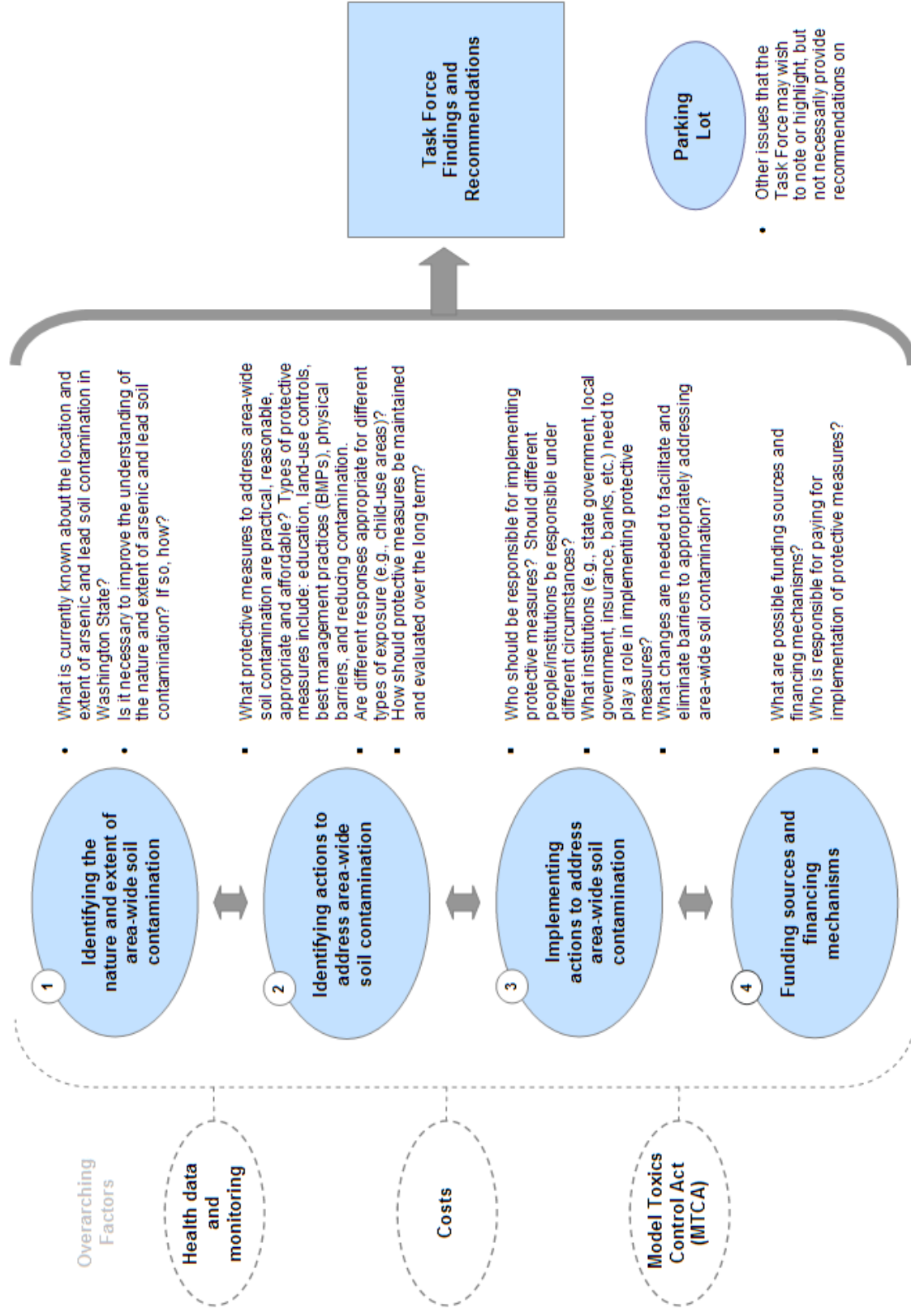
9. The desired outcome of the Task Force is a set of findings and recommendations that all Task Force members support. To the degree that full consensus is not achieved, Task Force products will reflect the range of views across the Task Force.
10. If / when a more formal decision-making rule is needed, the Task Force will adopt one.
11. To help the process stay on track, agreed-upon, non-mainstream issues may be recorded and referred to other more appropriate forums.

Communications Outside the Task Force

12. Task Force members are encouraged to share information about the Project's process and interim activities outside the Task Force, as long as the communications make clear that this information is not yet a final Task Force product.

13. Task Force members will refrain from characterizing the views of other participants to the media. With the exception of agreed upon Task Force positions, Task Force members also will refrain from characterizing the views of the Task Force to the media.

Area-Wide Soil Contamination Task Force Project Map



Area-Wide Soil Contamination Task Force Meeting Dates & Locations

Date	Location
February 7, 2002	Bellevue, WA
April 1, 2002	Wenatchee, WA
May 9, 2002	Bellevue, WA
June 12, 2002	Yakima, WA
July 25, 2002	Tacoma, WA
September 24, 2002	Wenatchee, WA
November 7, 2002	Seattle, WA
January 16, 2003	Ellensburg, WA
March 6, 2003	SeaTac, WA
April 24, 2003	Wenatchee, WA
June 2, 2003	Yakima, WA
June 16, 2003	SeaTac, WA